

VITAL MATERIALS REPORT FOR WEEK ENDING 15 October 54

1. <u>TYPES OF MATERIAL</u>	<u>DEPOSITS</u>	<u>WITHDRAWALS</u>	<u>BALANCE</u>
A. (Measured in cubic feet)			
Documents	2	.6	185.8
Maps	0	0	47.5
Negatives	0	0	125.2
Cards (other than IBM)	0	0	4.2
Total	<u>2</u>	<u>.6</u>	<u>362.7</u>
B. (Measured by actual count)			
Cards (IBM)	56,979	35,150	4,037,096
Film Reels 35mm	38	1	5,649
Film Reels 16mm	4	92	2,063

2. MATERIAL NOT ON MACHINE INVENTORY OR AVAILABILITY REGISTER

<u>OFFICE</u>	<u>CABINETS</u>
Commo	1
* OSI	1
* DD/P	<u>31</u>
	33

3. ACTIVITY OF OFFICE PROGRAMS

A. Total Offices	20
1. Number of Offices Depositing	19
2. Number of Offices Not Depositing	1
B. Number of Offices With Established Schedules	10
C. Number of Offices in Which Schedules Are To Be Established	9
D. Offices Depositing This Week	11
E. Offices Delinquent in Depositing	1
Director's Office - No deposit since 18 June 1954	

\* Material not accessible to Repository personnel.